



JAMES A. NOYES, Director

# COUNTY OF LOS ANGELES

## DEPARTMENT OF PUBLIC WORKS

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IN REPLY PLEASE  
REFER TO FILE: **PJ-1**

October 31, 2002

The Honorable Board of Supervisors  
County of Los Angeles  
383 Kenneth Hahn Hall of Administration  
500 West Temple Street  
Los Angeles, CA 90012

Dear Supervisors:

**EAST LOS ANGELES LIBRARY REPLACEMENT PROJECT  
AWARD CONSTRUCTION CONTRACT  
SPECS. 5455; C.P. 77395; C.P. 77398  
SUPERVISORIAL DISTRICT 1  
3 VOTES**

**JOINT RECOMMENDATION WITH THE CHIEF ADMINISTRATIVE OFFICER AND THE  
COUNTY LIBRARIAN THAT YOUR BOARD:**

1. Award and authorize the Director of Public Works to execute a construction contract in the form previously approved by County Counsel to Ford E.C., Inc., for the East Los Angeles Library Replacement Project, in the amount of \$5,288,600 funded by net County cost, and establish the effective date following receipt of approved Faithful Performance and Labor and Materials Bonds and insurance certificates filed by the contractor.
2. Authorize the Director of Public Works to deliver the project.

**PURPOSE/JUSTIFICATION FOR RECOMMENDED ACTION**

Approval of the recommended actions will allow Public Works to complete replacement of the East Los Angeles Library.

On August 6, 2002, your Board adopted the plans and specifications for the project at an estimated construction cost between \$3,973,600 and \$5,463,700 and authorized Public Works to advertise for construction bids. As specified in the bid documents, the apparent

low bid would be determined based on the total lump sum bid amount, including the base bid, the five additive alternates, and extended overhead.

On October 1, 2002, nine bids were received. Ford E.C., Inc., with a total bid of \$5,318,600, including a base bid of \$5,198,600, five additive alternates for \$90,000, and the extended overhead bid of \$30,000, was the lowest apparent responsible bidder. After reviewing the bids and the available funding for construction, all five additive alternates will be included in the project. Therefore, we are recommending your Board award a construction contract to Ford E.C. in the amount of \$5,288,600, which includes the base project scope of work and all five additive alternates.

The project includes constructing a 26,300-square-foot library that will replace the existing 14,800-square-foot facility to meet current and projected community needs to the year 2020. In addition, the project includes the following five additive alternates:

1. Decorative paving in place of concrete along the entryway
2. Upgrade flooring in the lobby to dimensional stone tile
3. Vinyl wall covering located in various areas of the library
4. Stainless steel railing in the atrium
5. Two computer counters in the circulation hallway

This project is part of the Preferred Concept Plan which was approved by your Board on December 21, 1999, for the East Los Angeles Civic Center Renovation Project. The library will be constructed on the site formerly occupied by the East Los Angeles Municipal Court building, which was demolished in March 2001. Following completion of the new library, the existing library building will be renovated and used by various County departments and other agencies to establish satellite offices to provide services to the East Los Angeles community.

### **Implementation of Strategic Plan Goals**

This action is consistent with the County's Strategic Plan Goal of Service Excellence as the proposed improvements will enhance the delivery of public services to the residents of East Los Angeles. This action is also consistent with the Goal of Fiscal Responsibility as it is an investment in public infrastructure.

Also, the renovation and redevelopment of the East Los Angeles Civic Center is an integral component of the Strategic Plan for Municipal Services to Unincorporated Areas. One of

the plan's objectives, under Action Plan A, is the piloting of at least one civic center facility model in an unincorporated area in the County of Los Angeles by the Fiscal Year 2004-05. The plan recommends East Los Angeles to be the pilot site. As a facility model, the East Los Angeles Civic Center will assemble County municipal services in a "one-stop" setting with departments working collaboratively as a joint venture to increase the convenience and speed of services.

### **FISCAL IMPACT/FINANCING**

The recommended construction contract with Ford E.C. is for \$5,288,600, including \$5,198,600 for the base bid and \$90,000 for the five additive alternates. In addition, \$541,139 (approximately ten percent of the contract amount) has been allocated for change orders in the construction budget, \$25,000 has been set aside for installation of telecommunication equipment, and \$97,788 has been set aside for unforeseen expenditures that may be encountered during construction.

The total project costs, including plans and specifications, plan check, construction, equipment, consultant services, miscellaneous expenditures, and County services, is currently estimated at \$7,800,000, which is consistent with the amount previously authorized by your Board on August 6, 2002. The library mural is an element of this project and will cost \$76,900. The library budget includes \$45,392 for purchasing the mural and the remaining \$31,508 will be funded from the East Los Angeles Civic Center Renovation Project (C.P. 77398). The Project Schedule and Budget Summary are included in Enclosure A.

Sufficient appropriation is available in the Fiscal Year 2002-03 Capital Projects budget (C.P. 77395; C.P. 77398) to fund this project.

The current project budget provides funding for the purchase of Furniture, Fixtures, and Equipment necessary to outfit the new library for operations. The Chief Administrative Office, Public Works, and Public Library are currently reviewing the proposed Furniture, Fixtures, and Equipment detail to determine if any project budget reallocation is required to appropriately fund these needs. If necessary, we will return to your Board with recommendations related to the financing of the Furniture, Fixtures, and Equipment requirement.

### Operating Budget Impact

The new facility, which will be 77 percent larger than the existing library, is expected to experience a significant increase in service demand from local residents when it opens in March 2004. The new library includes: a larger dedicated space for operation of the existing Chicano Resource Center, an adult computer center and separate computer lab, a new young adult service area, expanded area for children's services including a staffed children's service desk, a larger homework center, increased reader seating areas throughout the library, four small group study rooms, a significantly expanded community meeting room, a new dedicated space for use by the "Friends of the Library" for book sales, and space for a significant increase in the general library book collection. In addition to those service enhancements, other improvements in the East Los Angeles Civic Center complex will attract additional public use to the civic center and promote increased use of the library. These factors will significantly increase the activity level of this facility, thereby increasing the operating cost requirements for the Public Library.

The new library will require an additional 42,000 items in the books and library materials collection at a one-time cost of \$1,500,000. This amount can be financed over three years with \$500,000 from the Fiscal Years 2003-04, 2004-05, and 2005-06.

The net increase in ongoing annual operating costs for the new facility is estimated at \$1,106,861 beginning in the Fiscal Year 2004-05. The net budget increase required represents funding for 12 additional staff (4 permanent positions and 8 temporary/part-time positions), additional facility operations support, utilities, miscellaneous services and supplies, and books and library materials. Funding in the amount of \$847,630 would be required in Fiscal Year 2003-04 to finance the additional staffing and other ongoing operating costs for that Fiscal Year, which includes \$500,000 in one-time costs for library books and materials. These budget estimates are projected based on current costs and will need to be re-evaluated after a full year of operation. It may be necessary to adjust the budget further at that time.

If additional funding cannot be provided for the operation of the larger replacement library, the Public Library is prepared to operate the new library with the same staffing level as the existing facility. However, that level of operation will not adequately meet the anticipated service demand at the new library.

## **FACTS AND PROVISIONS/LEGAL REQUIREMENTS**

During the bid period, Public Works issued four Notice to Bidders providing various revisions and clarifications to the contract documents. Accordingly, Public Works extended the bid period from September 10, 2002, to October 1, 2002, using delegated authority, to allow adequate time for contractors to review the revisions and reflect them in their bids.

In consultation with the Chief Administrative Office, County Counsel, and the Office of Affirmative Action Compliance, Public Works included in the specifications Community Business Enterprise (CBE) and Local Worker Hiring Programs patterned after those being used for the LAC+USC Medical Center Replacement Project, although on a greatly reduced scale. The CBE language establishes quantifiable criteria to evaluate bidders' good faith efforts in soliciting bids from all responsible segments of the relevant market. The Local Worker Hiring Program encourages the contractor to work with existing community-based organizations which provide job training and referral programs.

A standard construction contract, in the form previously approved by County Counsel, will be used. The standard Board-directed clauses that provide for contract termination, renegotiation, and hiring of qualified displaced County employees will be included.

As requested by your Board on August 12, 1997, and as a threshold requirement for consideration for contract award, Ford E.C. is willing to consider Greater Avenues for Independence Program participants for future employment.

The project specifications contain provisions requiring the contractor to report solicitations of improper consideration by County employees and allowing the County to terminate the contract if it is found that the contractor offered or gave improper consideration to County employees.

As required by your Board, language has been incorporated into the project specifications stating that the contractor shall notify its employees, and shall require each subcontractor to notify its employees, that they may be eligible for the Federal Earned Income Credit under the Federal income tax laws.

Ford E.C. is in full compliance with Los Angeles County Code Chapter 2.200 (Child Support Compliance Program) and Chapter 2.203 (Contractor Employee Jury Services Program).

## **ENVIRONMENTAL DOCUMENTATION**

A Mitigated Negative Declaration for the East Los Angeles Civic Center Renovation Project, including the new library, was approved by your Board on July 25, 2000.

## **CONTRACTING PROCESS**

On August 6, 2002, your Board adopted the plans and specifications for the project at an estimated construction cost between \$3,973,600 and \$5,463,700 and authorized advertising for construction bids. As specified in the bid documents, the apparent low bid was determined by adding the contractor's base bid plus five additive alternates and extended overhead, which is based on the assumption that the contractor is to be paid for 60 days of compensable delay at the fixed daily overhead rate contained in its bid. Based on this formula, the apparent lowest responsible bid was submitted by Ford E.C. on October 1, 2002, with a total bid of \$5,318,600, including a base bid of \$5,198,600, five additive alternates for \$90,000, and an extended overhead bid of \$30,000 (a fixed \$500 daily rate multiplied by 60 days of compensable delay). The recommended construction contract amount is for the lump sum and five additive alternates bid amount of \$5,288,600, with a fixed extended overhead rate of \$500 per day, if required, for each day of compensable delay. The recommended contract amount is within the available construction budget for the project. The bid results are summarized in Enclosure B.

As requested by your Board on February 3, 1998, this contract opportunity was listed on the "Doing Business with the County" website as shown in Enclosure C.

Ford E.C.'s Community Business Enterprise participation data and three-year contracting history are on file with Public Works.

## **IMPACT ON CURRENT SERVICES (OR PROJECTS)**

In order to reduce disruption of the facilities and services provided at the Civic Center, the renovation of the campus is planned in five stages of which the library is the fourth. The library construction will be concurrent with stage two of the Civic Center, renovation of the park and lake. The site of the new library is presently vacant, and the existing East Los Angeles Library will remain in full operation until the new library is opened. Also, the project specifications require the contractor to coordinate its construction schedule with the daily functions and activities that occur within the East Los Angeles Civic Center to minimize disruptions to County services.

The Honorable Board of Supervisors  
October 31, 2002  
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**CONCLUSION**

Please return one adopted copy of this letter to the Chief Administrative Office (Capital Projects), Public Library, and Public Works.

Respectfully submitted,

JAMES A. NOYES  
Director of Public Works

DAVID E. JANSSEN  
Chief Administrative Officer

MARGARET DONNELLAN TODD  
County Librarian

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Enc. 3

cc: County Counsel  
Department of Social Services (GAIN Program)

October 31, 2002

**ENCLOSURE A**

**EAST LOS ANGELES LIBRARY REPLACEMENT PROJECT  
AWARD CONSTRUCTION CONTRACT  
SPECS. 5455; C.P. 77395**

**I. PROJECT SCHEDULE**

<b>Project Activity</b>	<b>Scheduled Completion Date</b>	<b>Revised Completion Date</b>	<b>Actual Completion Date</b>
Award Design Contract	03/07/00		03/14/00
Execute Design Contract	03/16/00		03/23/00
Schematic Design	07/27/00		08/14/01
Design Development	10/12/00		10/15/01
Construction Documents	03/08/01		03/22/02
Jurisdictional Approvals	06/14/01		07/24/02
Construction Award	10/29/02	11/12/02	
Construction Start	11/07/02	11/21/02	
Substantial Completion	11/06/03	11/20/03	
Final Acceptance	02/04/04	02/18/04	



## II. PROJECT BUDGET SUMMARY

Budget Category	Board Approved Project Budget	Impact of this Action	Current Project Budget
Plans and Specifications			
Basic Design Services	\$ 298,454	\$ 0	\$ 298,454
Construction Administration	84,179	0	84,179
Consultant Services	23,317	0	23,317
Additional Services	132,000	0	132,000
Reimbursable Services	2,000	0	2,000
Total A/E Contract	539,950	0	539,950
Design Contingency	5,000	0	5,000
Total Plans and Specifications	\$ 544,950	\$ 0	\$ 544,950
Plan Check/Jurisdictional Reviews	\$ 36,981	\$ 0	\$ 36,981
Construction			
Construction Contract	\$ 5,411,388	\$ (122,788)	\$ 5,288,600
Change Orders (approximately ten percent)	541,139	0	541,139
Subtotal	5,952,527	\$ (122,788)	5,829,739
Public Art *	45,392	0	45,392
Total Construction	\$ 5,997,919	\$ (122,788)	\$ 5,875,131
Equipment/Other			
Telecommunication	\$ 0	\$ 25,000	\$ 25,000
FF&E	551,922	0	551,922
Total Equipment/Other	\$ 551,922	\$ 25,000	\$ 576,922
Contingency	\$ 0	\$ 97,788	\$ 97,788
Other Consultant Services	\$ 87,000	\$ 0	\$ 87,000
Miscellaneous Expenditures	\$ 12,000	\$ 0	\$ 12,000
County Services	\$ 569,228	\$ 0	\$ 569,228
<b>TOTAL</b>	<b>\$ 7,800,000</b>	<b>\$ 0</b>	<b>\$ 7,800,000</b>

\* The balance of the public art amounting to \$31,508 will be funded by the East Los Angeles Civic Center Renovation Project, C.P. 77398.

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**ENCLOSURE B**

**EAST LOS ANGELES LIBRARY REPLACEMENT PROJECT  
AWARD CONSTRUCTION CONTACT  
SPECS. 5455; C.P. 77395**

**BID SUMMARY**

The new 26,300-square-foot library will replace the existing 14,800-square-foot facility to meet current and projected community needs to the year 2020.

**Bid Opening Date:** October 1, 2002

**Bid Summary:**

<u>Bidder</u>	<u>Total Lump Sum Bid (Base Bid plus five additive alternatives &amp; extended overhead)</u>	<u>Base Bid</u>
1. Ford E.C., Inc.	\$ 5,318,600	\$ 5,198,600
2. FEI Enterprise, Inc.	\$ 5,354,880	\$ 5,300,127
3. PW Construction, Inc.	\$ 5,462,000	\$ 5,178,500
4. Morrissey Cons. Co.	\$ 5,478,200	\$ 5,302,000
5. Allied Engineering & Cons.	\$ 5,520,800	\$ 5,310,000
6. Mills Construction Co.	\$ 5,608,500	\$ 5,499,000
7. Morillo Construction	\$ 5,755,000	\$ 5,545,000
8. Metro Builders	\$ 6,050,000	\$ 5,934,212
9. Woodcliff Corp.	\$ 23,996,000	\$ 5,752,000

**Financial Information:**

Public Works' fair construction cost estimate for the base bid was between \$3,973,600 and \$5,463,700.

October 31, 2002

**ENCLOSURE C**

**EAST LOS ANGELES LIBRARY REPLACEMENT PROJECT  
AWARD CONSTRUCTION CONTACT**

**BID SOLICITATION**